

FORD'S THEATRE NATIONAL HISTORIC SITE

PUBLIC USE REPORTING AND COUNTING INSTRUCTIONS

Following are detailed instructions for collecting and reporting data to be entered on Form 10-157, Revised, Monthly Public Use Report by **Ford's Theatre National Historic Site**. These instructions are effective the date of issuance and will continue in effect unless changed by amendment or by memorandum from the Socio-Economic Studies Division to the superintendent approving a requested change.

Each item below describes the procedures to be followed in collecting public use data and summarizing the various elements of those data for entry on the corresponding line on the 10-157, Monthly Public Use Report.

Recreation Visits

1. The number of visitors entering Ford's Theatre.
2. Visitors to Peterson House is estimated as 15 percent of visitors entering Ford's Theatre.

On those days when Ford's Theatre is closed, the higher of the daily visitor count between the Peterson House and Ford's Theatre is used.

3. The number of Patrons of the Arts.

Nonrecreation Visits

The number of theater production personnel.

Recreation Visitor Hours

Recreation visitor hours are the sum of the subtotals of each of the categories listed in Table 1. Each subtotal is the result of multiplying the number of visitors associated with that category by its length-of-stay multiplier.

Table 1

Average Length of Stay Multipliers by Category

CATEGORY	AVERAGE LENGTH-OF-STAY
Ford's Theatre Visitors	0.75 hour
Peterson House Visitors	0.25 hour
Patrons of the Arts	2 hours

Nonrecreation Visitor Hours

The number of nonrecreation visits is multiplied by 2 hours.

Special Use Data

- Line a. Ford's Theatre visitors
- Line b. Peterson House visitors
- Line c. Patrons of the Arts